

CA-PMM**Project Name:** Human Resource Management System (21st Centur**OCIO Project #:** 0840-70**Department:** State Controller's Office**Reporting Period:** From: 7/1/09 To: 7/31/09**Project Manager to Sponsor****Current Status Report**

Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	Yes			
2. Were any key milestones or deliverables rescheduled?	Yes	Bidders Request	Critical Path slipped 8 work days	Published RFP Addendum
3. Was work done that was not planned?	No			
4. Were there any changes to scope?	No			
5. Were tasks added that were not originally estimated?	No			
6. Were any tasks or milestones removed?	No			
7. Were any scheduled tasks not started?	No			
8. Are there any new major issues?	No			
9. Are there any staffing problems?	Yes			Reference issue 2009-003

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Questions	Yes/No	Impact	Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	Yes	Eight work day delay	Communicated with Stakeholders about Delay
2. Do any key milestones or deliverables need to be rescheduled?	Yes	Eight work day delay	Communicated with Stakeholders about Delay
3. Is there any unplanned work that needs to be done?	No		
4. Are there any expected or recommended changes to scope?	No		
5. Are there any tasks not originally estimated that will need to be added?	No		
6. Are there any tasks or milestones that should be removed from the plan?	No		
7. Are there any scheduled tasks whose start will likely be delayed?	Yes	Project management review of project management plan updates behind schedule due to contract negotiations.	
8. Are any major new issues foreseeable?	No		
9. Are any staffing problems anticipated?	Yes		Reference issue 2009-003

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Current Status and Accomplishments:

*Describe deliverables completed and milestones met during **this reporting period**.*

- Finalized Stage II Contract Terms and Conditions
- Completed review of Deliverable 2 Track III drafts
- Completed Stage I Confidential Discussions
- Received Stage I Deliverable 2 - Final

Project Milestones:

List key milestones and their dates from the project schedule.

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
Award Stage I Contracts	4/30/09	4/30/09	Done		4/30/09
Contractor start date for Stage I	5/4/09	5/4/09	Done		5/4/09
Stage I Deliverable 1 Due	5/21/09	5/21/09	Done		5/21/09
Completion of Stage II contract terms and conditions negotiations	5/27/09	7/3/09	Done		7/8/09
Stage I Deliverable 2 - Track I Draft Due	6/9/09	6/9/09	Done		6/9/09
Stage I Deliverable 2 - Track II DraftDue	6/24/09	6/24/09	Done		6/24/09
Stage I Deliverable 2 - Track III Draft Due	7/8/09	7/8/09	Done		7/8/09
Stage I Deliverable 2 - Final Due	7/23/09	7/23/09	Done		7/23/09
Submission of Stage II Proposals	8/7/09	8/24/09	Delayed	Bidders requested delay - Crit Path slip 8 days	
SCO Finalize Evaluations & Selection Report	9/25/09	10/9/09	Delayed	see above	
DGS Review/Approval of Report	10/2/09	10/16/09	Delayed	see above	
SCO Submit SPR #4	10/5/09	10/19/09	Delayed	see above	

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DOF Submit Section 11 Notification	10/26/09	11/9/09	Delayed	see above	
Stage II Contract Award	11/30/09	12/10/09	Delayed	see above	

Variances

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	X			
Milestones	X			
Deliverables	X			
Resources		X		Reference issue 2009-003
OneTime Cost	X			
Continuing Cost	X			

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Sponsor to Executive Committee

Summary Milestones and Highlights

Project Milestones: <i>List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.</i>					
Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
Contractor start date for Stage I	5/4/09	5/4/09	Done		5/4/09
Completion of Stage II T&C negotiations	5/27/09	7/3/09	Done		7/8/09
Submission of Stage II Proposals	8/7/09	8/24/09	Delayed	Slips 8 work days	
SCO Finalize Evaluations & Selection Report	9/25/09	10/9/09	Delayed	See above	
DGS Review/Approval of Report	10/2/09	10/16/09	Delayed	See above	
SCO Submit SPR #4	10/5/09	10/19/09	Delayed	See above	
DOF Submit Section 11 Notification	10/26/09	11/9/09	Delayed	See above	
Stage II Contract Award	11/30/09	12/10/09	Delayed	see above	

Variances Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance". <i>* Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis</i>				
	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	X			
Milestones	X			

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Deliverables	X			
Resources		X		Reference issue 2009-003
One Time Cost	X			
Continuing Cost	X			

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Monitoring Vital Signs Scorecard

Vital Sign	Variance	Value	Your Score	Score Justification
1. Customer Buy-In	High Degree of Buy-In	0	1 Yellow	Have not communicated with departmental stakeholders, other than update letters, to truly gauge their buy-in
	Medium Degree of Buy-In	1		
	Low Degree of Buy-In	2		
2. Technology Viability	Strong Viability	0	0 Green	
	Medium Viability	1		
	Weak Viability	2		
3. Status of the Critical Path (delay)	<5%	0	0 Green	
	5% to 10%	1		
	>10%	2		
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	0 Green	
	5% to 10%	1		
	>10%	2		
5. High-Probability, High-Impact Risks	0 to 3	0	0 Green	
	4 to 6	1		
	>6	2		
6. Unresolved Issues (on time resolution)	On time	0	0 Green	
	Late with no impact	1		
	Late impacting the critical path	2		
7. Sponsorship Commitment	Fully engaged	0	0 Green	
	Partially engaged	1		
	Inadequate engagement	2		
8. Strategy Alignment	Strong alignment	0	0 Green	
	Partial alignment	1		
	Weak or no alignment	2		
	Strong	0		

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9. Value-to-Business	Medium	1	0	Green
	Weak	2		

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10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	0	Green	
	Medium	1			
	Weak	2			
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	0	Green	
	80-90% on time	1			
	<80% on time	2			
12. Deliverable Hit Rate (rate of production as planned)	>90% on time	0	0	Green	
	80-90% on time	1			
	<80% on time	2			
13. Actual vs. Planned Resources	>90% assigned and available	0	1	Yellow	See Issue 2009-003
	80-90% assigned and available	1			
	<80% assigned and available	2			
14. Overtime Utilization (% of effort that is overtime)	<15%	0	0	Green	
	15-25%	1			
	>25%	2			
15. Team Effectiveness	Highly Effective	0	0	Green	
	Moderately Effective	1			
	Ineffective	2			
Total			2	G	

Green = 0 - 8

Yellow = 9 - 19

Red = 20+

Vendor Viability Rating Rationale

Procurement Phase - two highly qualified vendors, that have experience with the selected COTS product on similar size and complexity projects, were